

Administrative Capacities Measures --- Duplicative with Current Measures

Current “Tweaked” Statement of Measure	Administrative Capacities	Suggested Action
Understanding Health Issues- Standard 1.4 LHJ and DOH Computer hardware and software is available to support word processing, spreadsheets with basic analysis capabilities, databases and Internet access.	Information System- Manual and Automated Systems Primary information systems and redundant systems are available, reliable, appropriate, secure and supported. System includes e-mail and internet ties.	Retain in Administrative Capacities, remove from current measures
Understanding Health Issues- Standard 3.2 LHJ and 3.1DOH Programs, whether provided directly or contracted, have written goals, objectives, and performance measures, and are based on relevant research.	Fiscal Measures- Contracts Develop consistency in reporting requirements for local health contractors.	Maintain measures in both areas of standards.
Understanding Health Issues- Standard 3.3 LHJ and DOH There is documentation that performance monitoring data is analyzed and used to change and improve program offerings.	Fiscal Measures- Contracts Monitoring system is in place for contractor reports and Statement of Work results.	Maintain measures in both areas of standards.
Understanding Health Issues- Standard 5.1 LHJ and DOH Community members and stakeholders that receive data have demonstrated agreement to comply with confidentiality policies and practices, as appropriate.	Fiscal Measures- Facilities Facilities and systems are compliant to ADA, HIPAA and other state and federal local regulations (ADA, HIPAA, WISHA)	Move current LHJ and DOH Understanding Health Issues measure 5.1 to the Administrative Capacities- Information systems section. Restate Facilities measure to be more specific and more measurable.
Standard 5.2 LHJ and DOH There are written policies regarding confidentiality. Written policies, including data sharing agreements, govern the use, sharing and transfer of data within the LHJ and with partner agencies. Written protocols are followed for assuring protection of data (passwords, firewalls, backup systems) and data systems.	As above	<ol style="list-style-type: none"> 1. Retain 5.2 Written policies, including data sharing agreements, govern the use, sharing and transfer of data within the LHJ and with partner agencies. 2. Move “There are written policies regarding confidentiality.” to Admin Cap—IS section 3. Move “Written protocols are followed for assuring protection of data (passwords, firewalls, backup systems) and data systems.” To Admin Cap—IS section.

Standard 5.3 LHJ and DOH All program data are submitted to local, state, regional and federal agencies in a confidential and secure manner.	As above	Retain 5.3 in current standards.
Standard 5.4 LHJ and DOH Employees are trained regarding confidentiality, including those who handle patient information and clinical records, as well as those handling data.	As above	Move 5.4 from current to Admin Capacities—Information Services or Human Resources
Standard 5.5 LHJ and DOH All employees and BOH members, as appropriate, have signed confidentiality agreements.	As above	Move 5.4 from current to Admin Capacities—Human Resources
Communicable Disease 4.4 LHJ and 4.5 DOH and Environmental Health 2.5 both All staff that have lead roles in communicating urgent messages have been trained in risk communications	Leadership and Governance—Public Relations Public relations efforts include risk communication principles.	Retain in both Admin Capacities and current standards
Communicable Disease 4.3 LHJ and DOH Roles are identified for working with the news media. Written policies identify the timeframes for communications and the expectations for all staff regarding information sharing and response to questions, as well as the steps for creating and distributing clear and accurate public health alerts and media releases.	Leadership and Governance—Public Relations Guidelines are written regarding outside/media communications and a media contact is established.	Retain in both Admin Capacities and current standards
Environmental Health 4.1 LHJ and DOH Written policies, local ordinances, laws and administrative codes are accessible to the public.	Leadership and Governance—Legal Authority and Responsibility Policies, local ordinances and administrative codes are accessible to the public.	Retain in both Admin Capacities and current standards
Numerous measures in multiple sections of standards	Leadership and Governance- QI Quality Improvement plan	Retain in both Admin Capacities and current standards
Numerous measures in multiple sections of standards	Leadership and Governance- QI Quality improvement strategies are used	Retain in both Admin Capacities and current standards
Numerous measures in multiple sections of standards	Leadership and Governance-- Agency policy development processes involve public engagement and involvement	Retain in both Admin Capacities and current standards